

**Okanagan College Education Council  
Minutes of Thursday, March 1, 2018 4:00 pm  
Room S 103B Student Services Boardroom – Kelowna Campus**

**Approved**

**Present:** N Bowman by phone until 4:25, N Davis, N deMelo, W Gillett, A Hay, F Kelly, A Lang, D Marques, J Muskens, N Nesbitt, C Newitt, N Noble Hearle by phone until 5:15, A Pope, R Sawatzky, R Tyner, T Walters, D Warren

**Regrets:** N Bowman, J Hamilton, R Johanson, D Silvestrone, P Wetterstrand

**Absent:** G Morgan

**Guests:** R Huxtable, T M Soroskie, E Taylor (UBCO),

**Recorder:** D Crommer

**1. Determination of Quorum and Call to Order**

C Newitt called the meeting to order at 4:02 pm

- He introduced Amanda Lang, the South Okanagan student representative. He advised that Norah Bowman will be joining Education Council as Central Okanagan faculty rep once classes end in April.

**2. Adoption of the Agenda**

**Motion:** N deMelo/A Lang

“That Education Council approves the agenda as presented.”

- Minutes of the Tributes portion of the January 11, 2018 meeting will be distributed during the in camera portion of the meeting.
- Discuss item 5.2 before item 5.1

**Carried**

**3. Approval of the Minutes**

**3.1 Approval of the minutes of the January 11, 2018 Education Council meeting as presented.**

**Motion:** R Tyner/N deMelo

“That Education Council approves the minutes of the January 11, 2018 Education Council meeting as presented.”

**Carried**

**4. Business Arising**

**5. New Business**

**5.1 Curriculum recommended by the CPRC – T/A**

- a. Program revision – Trades Technology Teacher Education Diploma

**Motion:** N deMelo/D Marques

“That Education Council approves the program revision: Trades Technology Teacher Education Diploma

- The revision is to add CMNS 103 and delete CMNS 130 from the program. CMNS 103 was developed specifically for the TTTE program.

**Carried**

**5.2 Curriculum recommended by the CPRC – BUS**

- a. Course revisions – BUAD 234 Risk and Retirement Planning  
**Motion:** A Hay/D Marques  
 “That Education Council approves the course revision: BUAD 234 Risk and Retirement Planning as recommended by the CPRC – BUS:  
 - J Rouse and S Weber attended to speak to the revisions.  
 - S Weber advised that the BUAD 234 and BUAD 235 revisions form part of accreditation for the CFP designation. The content for these courses is provided by Advocis. One of the courses was very heavy in content and the provider wanted to rebalance the content of the courses. There are no change to the content but content is being moved among the courses.  
 - The revisions have reviewed by sub committees in the Business department, been approved at CPRC and are now being presented to Education Council.  
**Carried**
- b. Course revision – BUAD 235 Wealth Management and Estate Planning  
**Motion:** B Gillett/N deMelo  
 That Education Council approves the course revision: BUAD 235 Wealth Management and Estate Planning as recommended by the CPRC – BUS:  
 - As above  
**Carried**
- c. Course revision – BUAD 356 Contemporary Practices in Financial Planning  
**Motion:** R Sawatzky/A Pope  
 That Education Council approves the new course: BUAD 356 Contemporary Practices in Financial Planning as recommended by the CPRC – BUS:  
 - As above  
**Carried**
- d. Program revision – Business Studies Certificate – Financial Services  
**Motion:** N deMelo/A Pope  
 “That Education Council approves the program revision: Business Studies Certificate: Financial Services as recommended by the CPRC – BUS:  
 - J Rouse advised the program revision is to have the new course titles reflected in the program.  
**Carried**
- e. Program revision – Business Administration Diploma – Financial Services Option  
**Motion:** R Tyner/ N deMelo  
 “That Education Council approves the program revision: Business Administration Diploma – Financial Services Option as recommended by the CPRC – BUS:  
 - The program revision is to include the revised course titles in the program outline  
**Carried**
- f. Program revision – Bachelor of Business Administration – Finance Specialty  
**Motion:** N deMelo/D Marques  
 “That Education Council approves the program revision: Bachelor of Business Administration – Finance Specialty as recommended by the CPRC – BUS:  
 - The program revision is to include the revised course titles in the program outline.  
**Carried**

### 5.3 Curriculum recommended by the CPRC- AFP

Overview of the Applied Degree.

- R Huxtable introduced Dr Ed Taylor from UBCO. R Huxtable advised that the overview will connect to the last meeting and the partnership with UBC. At the last meeting, he highlighted the degree features. This degree is 120 credits and includes

- writing skills throughout the degree and not just in the English courses. The degree also requires that students enrol in two First Nations language courses.
- Students will use applied research skills throughout the program. The program includes studies in critical thinking, professional ethics and logic. The degree is aimed at students wishing to enter the field of Social Work. 48 credits of social sciences are built into the program and the program requires 48 credits of upper level courses be completed for the degree.
  - There is also an applied field experience component required for the degree.
  - Students will require 55% to progress in the program and a GGA of 60% and a GPA of at least 76% in upper level courses to continue in the pathway to the MSW program at UBCO.
  - There are two tracks for the degree. The degree is aimed at producing employable skills. Some students will take the degree without the pathway to UBCO. The identified employable skills in the degree will be included in the proposal to the Ministry.
  - UBC has agreed that 15 qualified OC students per year will gain direct admission in the MSW program. Five seats will be allocated by UBC to students with an indigenous ancestry. The other 10 students will not have to declare an indigenous background.
  - Students that are not part of the 15 direct admission into the MSW program will have a competitive opportunity to gain a seat in the MSW program. There will be a total of 30 seats in the MSW program.
  - Faculty and administration have worked together over a long period of time on this degree.
  - UBC has agreed to support the degree in the application to the Ministry. This is a program that will benefit many communities in our region. E Taylor added that it is wonderful to see this coming about.
  - E Taylor reassured Council members that the School of Social Work is in good standing and they are receiving more than enough applications to fill the seats. He added the degree is in good standing with administration.
  - E Taylor noted that UBC is interested in supporting the course work and that it will prepare students to be successful in the MSW program. He added that the degree works hand in glove with the MSW program to fulfil the aboriginal requirements. These are the motivating factors in their support of the degree. He advised that most of his undergraduate credits were from a program similar to this from a community college.
  - R Huxtable advised the degree proposal includes an outline of the specified courses in each year. Year two has nine specified courses and an example of options for electives is included. He noted that the new courses will start in year three and these include the indigenous language courses. On the PowerPoint presentation, he demonstrated some options for the electives. He outlined the mandatory and elective courses for year four.
  - A member advised that as a FPSE rep for indigenization, she has been advised that for First Nations students going through law school, the First Nations language was of no help once they graduated. She added that her understanding is they feel they have been researched to death. The member asked if any consultation has taken place with the First Nations groups in the region.
  - R Huxtable advised that consultation was done adding the First Nations groups they contacted expressed support for the program. WFN has provided a letter of support. OC has been in touch with En'owkin and advised that NVIT and TRU were included in the discussion. R Huxtable added that OC is committed to the fact we will not be the arbitrators of First Nations Language. He added we are getting interest with caution and regard.
  - A member noted there is no letter of support included in the proposal and asked if letters will be included in the future. R Huxtable advised that letters will be included when the proposal goes forward to the Ministry. He added that one band issued a

letter of support and other expressed interest but are more cautious. He will be visiting the bands and presenting information as part of the process.

- It was clarified that for students not taking the UBC pathway, they can take a language other than the indigenous language option.
- A member asked about the Statistics course and if the Psychology statistics course met the requirement. The member also noted there are no counselling courses in the program. R Huxtable advised this is not a counselling degree and the program is evidence based. It is based on having the student deal with human nature issues.
- E Taylor added the MSW program is a professional practice degree. Graduates are expected to be able to interface with all sorts of individuals in different situations. He added in the program, there will be a flavour of 'how do I deal with people'.
- A member asked how this will interface with the rest of the Associate of Arts. The member also asked whether or not other students will be able to interface into the degree. R Huxtable advised this is being worked on and they are also working on a transition form students from the HSW program to interface into this program.
- A member noted there are two motions which are not recommended and asked how this impacts the program. R Huxtable advised that the CPRC noted the consultation was not adequate on the two courses. He added that consultation has taken place and that the IDST department supports the courses. The courses did not go back through the CPRC following consultation.
- A member asked if there were enough upper level Arts and Science course options for students. R Huxtable advised the Registrar has a record of upper level Arts and Science courses which have remained on the books but removed from the calendar.

a. New course – FNIL 110                      Indigenous Regional Languages I

**Motion:** N deMelo/A Hay

"That Education Council approves the new course: FNIL 1110 Indigenous Regional Languages I as recommended by the CPRC – AFP:

- R Huxtable advised there is an amendment to the rationale and there is no impact on course. This is a mandatory course in the program.
- A member asked which First Nations language. R Huxtable advised that CPRC saw a model course outline and the language can be from different first nations groups.

**Carried**

b. New course – FNIL 120                      Indigenous Regional Languages II

**Motion:** N deMelo/D Marques

"That Education Council approves the new course: Indigenous Regional Languages II as recommended by the CPRC – AFP:

- The same change is made to the rationale as for the previous course. The change to the rationale is needed as this course is a required course in this program only and not in the general degree.

**Carried**

c. New course – IDST 200                      Psychosocial Cultural Challenges Across the Lifespan

**Motion:** A Hay/R Tyner

"That Education Council approves the new course: IDST 200 Psychosocial Cultural Challenges Across the Lifespan which was not recommended by the CPRC – AFP:

- R Huxtable noted this is one of two courses which was not supported due to lack of consultation. The consultation has since occurred and vote was five in favour and two abstentions
- This is an interesting course which is interdisciplinary in nature. It is also collaborative in nature as different areas have different perspectives on this. There is a multidisciplinary issue to this course.
- A member asked if there was not a CPRC meeting to take proposal back to for the consultation piece. C Newitt advised there was confusion on what to do by the chair

of the committee. R Huxtable added that he was directed to consult with the department and there was no direction to return to the CPRC.

- C Newitt asked if anyone wanted to amend the motion.
- R Huxtable noted that new software will stop that and each time a change is made, it will be show online for all committee members to see. At Education Council the proposal is not was what was recommend at CPRC.
- A member suggested that going forward the wording of motions be reconsidered. He added that there may a need to look at all motions.

**Carried**

- d. New course – IDST 400 Professional Codes of Ethics

**Motion:** N deMelo/T Walters

“That Education Council approves the new course: IDST 400 Professional Codes of Ethics which was not recommended by the CPRC – AFP:

- R Huxtable advised he addressed this matter in the overview. This is a new course in the program. Many Social workers work in teams and professional ethics is key to their success.
- A member asked if this course is an elective in the Associate of Arts. R Huxtable confirmed that the course can be taken by other students with 48 credits to be considered upper-level.

**Carried**

- e. New course – PHIL 411 Professional Ethics

**Motion:** N deMelo/A Hay

“That Education Council approves the new course: PHIL 411 Professional Ethics as recommended by the CPRC – AFP:

- R Huxtable advised this course is part of the paired elective for students.

**Carried**

- f. New course – PSYC 348 Evidence-Based Practices: Theories

**Motion:** N Nesbitt/ N deMelo

“That Education Council approves the new course: PSYC 348 Evidence-Based Practices: Theories

- R Huxtable advised that in terms of course interest he has already spoken to this. He added there is a change to rationale made after the CPRC meeting. This information is included in the handout at the table.

**Carried**

- g. New course – PSYC 365 Qualitative Methods & Analysis

**Motion:** N deMelo/D Marques

“That Education Council approves the new course: PSYC 365 Qualitative Methods & Analysis as recommended by the CPRC – AFP:

- R Huxtable advised there is an amendment to the rationale and it is shown in the handout. He added this is a typical undergraduate course and necessary for students to deal with these issues.

**Carried**

- h. New course – PSYC 470 Program Evaluation

**Motion:** N deMelo/D Warren

“That Education Council approves the new course: PSYC 470 Program Evaluation as recommended by the CPRC – AFP:

- R Huxtable advised that the changes to the prerequisites were typing errors on the original forms. He noted that program evaluation has been of interest to Psychology students for some time. This is an empirical based skills set.

- A member asked if this is a fourth year course, why is the prerequisite third year standing. R Huxtable advised that third year students are allowed to take this course and it is typical to have third year standing as a prerequisite.
- C Newitt added that this program builds incrementally.

**Carried**

Dinner break at 5:35 and reconvened at 6:02

J Muskens left at 5:35

R Sawatzky left at 6:05

- i. New course – SOCW 309 Interview & Assessment Skills

**Motion:** N deMelo/R Tyner

“That Education Council approves the new course: SOCW 309 Interview & Assessment Skills as recommended by the CPRC – AFP:

- R Huxtable advised the correction is to replace an ampersand and the rationale is being amended. There is no change to the content.

**Carried**

- j. New course – SOCW 320 Case Management & Transition to Field Placement

**Motion:** N deMelo/N Nesbitt

“That Education Council approves the new course: SOCW 320 Case Management & Transition to Field Placement as recommended by the CPRC – AFP:

**Motion:** R Tyner/D Warren

“That Education Council amend the wording for the course description by using the wording provided in the handout at the table.

**Carried**

- With regard to course content, R Huxtable advised he has already spoken to this. He added students will be working with people where they are going and this is an important part to the applied piece of this program.

**Carried**

- k. New course – SOCW 321 Social Policies: Protection and Welfare of the Child & Family

**Motion:** R Tyner/D Marques

“That Education Council approves the new course: SOCW 321 Social Policies: Protection and Welfare of the Child & Family as recommended by the CPRC – AFP:

- R Huxtable advised there is no amendment to the description. This course deals with the family and the child. The focus is on the indigenous community.
- A member asked id there will be consultation with local indigenous groups. R Huxtable advised there will be and added that the En’owkin Centre is interested in this course.

**Carried**

- l. New course – SOCW 410 Individual and Environmental Intervention

**Motion:** B Gillett/A Lang

“That Education Council approves the new course: SOCW 410 Individual and Environmental Intervention as recommended by the CPRC – AFP:

- R Huxtable advised this course was prepared by OC social workers.

**Motion:** R Tyner/T Walters

- That Education Council accept the revision to the hours, credits and short title as indicated in the handout distributed at the table.

**Carried**

**Carried**

- m. New course – ARTS 498 Field Placement

**Motion:** A Pope/A Lang

“That Education Council approves the new course: ARTS 498 Field Placement as recommended by the CPRC – AFP:

**Motion:** R Tyner/A Hay

“That Education Council accepts the revised wording as provided in the handout distributed at the meeting.”

**Carried**

- R Huxtable advised the handout includes changes to the course title, description, hours and prerequisites. He added this course is a key component to the program. It consists of two six-hour days. He added there are high levels of interest from different organizations in the community.

**Carried**

- n. New course – ARTS 499 Capstone Project

**Motion:** N deMelo/N Nesbitt

“That Education Council approves the new course: ARTS 499 Capstone Project as recommended by the CPRC – AFP:

**Motion:** R Tyner/N deMelo

“That Education Council accepts the revised wording as provided in the handout distributed at the meeting.”

**Carried**

- R Huxtable advised this capstone project will be integrated into the field experience of students.

**Carried**

- o. New program – Applied Bachelor of Arts: Social Development and Research

**Motion:** N deMelo/T Walters

“That Education Council approves the new program: Applied Bachelor of Arts: Social Development and Research as recommended by the CPRC – AFP:

**Motion:** R Tyner/A Hay

“That Education Council accepts the revised wording as provided in the handout distributed at the meeting.”

**Carried**

- R Huxtable advised they looked at the calendar description of degree programs and determined this format better represents the program. Documents also being prepared for DQAB. Students who transfer in will be expected to meet the degree requirements.
- A member asked about the ability for ABE students to gain admission to the program. R Huxtable advised they are looking at a role for ABE or ESL students to integrate into this and other programs.
- A member asked about the mature student applicant and provided an example. R Huxtable noted that the typical mature student taking AA isn't taking academic courses.
- A member asked about the need for Math 12 for an Arts degree. R Huxtable advised they judged that this was level of math that would best position student for success.
- A member noted a typing error on page 7 of the handout. Point five under the generic features of the degree should be ‘...minimum of 18 credits...’. A space was missing.
- This degree is planned to be broader in scope than the average BSW degree. It will provide students with a breadth of opportunity to exit as well as the MSW direct entry option.
- R Huxtable advised that he speaks for all Arts chairs and has unanimous support for this program.
- E Taylor added as a former director of a School of Social Work, and in designing this program, it is more academically rigorous than most BSW programs. He noted that students are getting a better program with more pathways. He added he feels

strongly confident that students in this program will have a stronger background in critical thinking and students will add to classes.

**Carried**

N Davis left the meeting at 6:30

- p. Memorandum of Understanding- University of British Columbia and Okanagan College

**Motion:** N deMelo/A Hay

**Motion:** R Tyner/N deMelo

“That Education Council accepts the revised wording for the MOU and Appendix A as provided in the handout distributed at the meeting.”

- R Huxtable advised the substitutions are due to minor changes in wording and titles. Appendix A now matches what we saw earlier.

**Carried**

- R Huxtable advised the partnership is a two way street and has taken four years worth of dialogue. The MOU has been reviewed by legal teams at both OC and UBC and has been a lengthy process. The process involves work by many people not represented at this table.
- The program includes freedom for students to move back and forth and lays a foundation for faculty to faculty work.
- A Hay added that the MOU is well written agreement and is our third such agreement
- A member referred to question 5.a.i. and asked what would happen if there is a sixth indigenous student. R Huxtable advised they had the discussion about this and this is what UBC approved. He understands there to be good judgement at the end and it will be managed.
- E Taylor added he spirit is that 15 aboriginal students will be ranked 1 to 15 and then they would take 15 individuals and all would be enrolled in the program. If there are only 10 aboriginal students that meet the requirements, 10 would be accepted into the program. An aboriginal student ranked at number six would not be overlooked. The lawyers were concerned that seats would be set aside for a specific group.
- A member expressed concern with the wording and for possible discrimination.
- R Huxtable advised that once the MOU is passed by both institutions it can be amended. The process allows for amendments going forward.
- A member suggested that the word ‘*necessarily*’ be added before ‘not’ to each 5.a and 5.b.
- E Taylor advised he could assure Council that the upper administration at UBC is interested in this process and program. He added they are open to continued dialogue and doesn’t see a problem going forward.
- R Huxtable noted the document is not yet signed so there is a joint understanding of what this means.

**Carried**

#### **5.4 Nominees to Standing Committees**

#### **5.6 Standing Committee Reports**

- a. Operations Committee
- C Newitt advised that candidates for graduation will be deferred to an Operations Committee meeting.
- b. ARP Committee
- no report
- c. CCC Committee
- C Newitt advised committee not met yet.



- d. Tributes Committee
  - Nothing to report.

### **5.7 In camera session**

**Motion:** N deMelo/D Marques

“That Education Council move in camera.”

#### **Carried**

- C Newitt noted that members may recall, Education Council directed nominees back to Tributes for further information. This was done and came back to Education Council for reconsideration. Approved by Education Council, the nominees were forwarded to the Board for approval. This has been done and all nominees are approved. The names remain confidential and once they have confirmed or accepted the offer, OC will issue a press release.

**Motion:** N deMelo/N Nesbitt

“That Education Council move out of in camera.”

#### **Carried**

## **6 Reports**

### **6.1 Council Chair’s Report –**

- C Newitt advised the call for elections for seats on Education Council and the Board has been done. All positions take effect on August 1, 2018.
- He announced he will be visiting Douglas College next week to see a demo of their paperless online forms system and will attend a curriculum meeting to see how it works with no paper.
- He reminded member of the special budget meeting on Thursday, March 22<sup>nd</sup> – includes annual programming plan information.

### **6.2 President & Vice-President Education Report – A Hay**

- A Hay advised a copy of the report was distributed at the table.

### **6.3 Registrar’s Report –**

- J Muskens – no report

-

### **6.4 Board of Governor’s Report – no report**

7 **Date, Time of Next Regular Meeting – Thursday, April 5, 2018**

8 **Deadline for Agenda Items – Wednesday, March 23, 2018**

9. **Adjournment at 6:55 pm**